Nextel Online®
Mobile Email   Your office is wherever you take your Nextel phone…

Nextel Mobile Email keeps you in touch with critical information while on the go. With mobile access to your email, contact, and calendar information, your office is wherever you take your Nextel phone!

What You Need
- Nextel Internet-ready phone
- A qualifying Nextel Online (NOL) service plan: NOL Plus, Mobile Email or Full Service Package
- Nextel Member Name and Password
- Personal computer* with access to the Internet

  Requirements for Microsoft Outlook® or Lotus Notes® access: Microsoft Outlook 97, 98 or 2000 or Lotus Notes version 4.6 or 5.0; Microsoft Windows 95, 98, 2000, NT or XP; Internet Explorer 4.0 or higher; 32 MB of RAM; 32 MB of hard drive space; 200 MHz or faster processor.

Mobile Email Set Up – It's Simple

- **Register with Nextel**

  Note: If you already have a Nextel Member Name and Password, proceed to Log in to Mobile Email.

  1. From nextel.com on your PC, click **Register with Nextel**.
  2. Complete the **Member Information** and **Phone Information**. **Account Information** may be skipped unless you require Administrator access.
  3. Complete the registration process by clicking on the link contained in your confirmation email.

- **Log in to Mobile Email**

  1. From the **MyNextel** tab on nextel.com, click **Mobile Email**.
  2. Enter your Nextel Member Name and Password and click **Log In**.
  3. Read the Terms and Conditions of this service. Click **I Accept** to continue.

- **Set up your Mailbox**

  Select the type of email access desired: **Internet email accounts** or **Microsoft Outlook® / Lotus Notes®** account. Click **Next** to continue.

  Internet (ISP) or Web-based Email Access
  1. Follow the prompts to enter your Internet or Web email address and password.
  2. Enter your name as it should appear on outgoing messages then click **Next**.
  3. Click **Finish** to return to the Mailboxes tab or click the **add another mailbox now** link to add up to 10 mailboxes.

Microsoft Outlook or Lotus Notes Email Accounts
1. Select the type of data you wish to access on your phone: **Email**, **Calendar** and/or **Contacts**. Enter your corporate email address. Click **Next**.
2. Review the instructions for downloading the Nextel Desktop Assistant. Click **Download Now** and follow the online instructions.

   Note: Install the Nextel Desktop Assistant on the PC that runs your Microsoft Outlook or Lotus Notes.

3. When prompted, enter your Nextel Member Name and Password and click **Next**.
4. Choose **Synchronize for myself**. Click **Next**.
5. Click **Finish**.

The Nextel Desktop Assistant automatically forwards or "synchronizes" data between your corporate server and your phone about every 15 minutes when your computer is on and connected to your corporate server.

Access Additional Features

Set alert preferences, create QuickText messages, import your contacts, or use the delegate feature if desired.

- **Using the Delegate Feature**

  Mobile Email's delegate feature functions like an "Out of Office Assistant." If you'll be out of the office and unable to keep your computer logged on to your corporate server, have a co-worker's computer automatically synchronize your corporate data for you.

  Choose a delegate who:
  ➤ has their computer logged on to the corporate network
  ➤ has a Nextel Member Name and Password
  ➤ is willing to download the Desktop Assistant
  ➤ is not already serving as a delegate for someone else.

  Note: The co-worker you choose as a delegate will not have access to your logon credentials or your personal data.
 To select a delegate:
  1. Double click the Desktop Assistant icon in your system tray.
  2. Select the **Delegation** tab and click **Delegate** button. Follow the instructions to select your delegate.
  3. An email will automatically be sent to the selected delegate requesting their assistance and instructing them to download the Desktop Assistant.
  4. An email will be returned to you indicating that your co-worker has accepted the delegation invitation.
  5. It's recommended that you cancel the delegate and return to synchronizing for yourself upon your return to the office.

Using Mobile Email on Your Phone

- **Access Nextel Online (NOL)**

  For *i30sx, i50sx, i55sr, i80sx, i85s, i90c* and *i95cl* Phones
  1. From the idle screen, press ⌨ to access the **Main Menu**.
  2. Press ◎ to scroll to **Net.**
  3. Press ☉ under SELECT. If prompted, press ☉ under Yes to enable security.
 4. Your NOL home page displays.

  For *Plus*-Series Phones
  1. Press (Mode) until the **Net Ready** screen displays.
  2. Press ☉ under OK. If prompted, press ☉ under Yes to enable security on your phone.
  3. Your NOL home page displays.

- **Access Mobile Email**

  1. From your NOL home page, scroll to **Email & More** and press ☉ under OK.
  2. Scroll to **Mobile Email** and press ☉ under OK.
  3. Scroll to **Login** and press ☉ under OK.
  4. Enter your Nextel Member Name and press ☉ under OK.
  5. Enter your Nextel Password and press ☉ under OK. The Email **Home** menu will appear.

- **Access Your Mail**

  1. From the Mobile Email **Home** menu, scroll to Mail and press ☉ under Go.
  2. Scroll to the desired email account and press ☉ under Go. Your Inbox displays.
  3. Scroll to the desired email and press ☉ under Read.
  4. When finished press ☉ under Done, or press ☉ under Menu for additional options.

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